

Sunshine Reform Task Force Meeting Notes

August 3, 2006
6:00-8:00pm

City Hall W-118-119

Present: Ed Rast, Strong Neighborhoods Initiative PAC; Ken Podgorsek, United Neighborhoods of SCC; Nanci Williams, San Jose/Silicon Valley Chamber of Commerce; Dan Pulcrano, Silicon Valley Leadership Group; Susan Goldberg, San Jose Mercury News; Judy Nadler, Markkula Center for Applied Ethics; Virginia Holtz, Willow Glen Neighborhood Assoc.; Joan Rivas-Cosby, Five Wounds/Brookwood Terrace Neighborhood Advisory Committee; Brenda Otey, At-Large Representative; Dave Zenker, Falls Creek Neighborhood Association; Phaedra Ellis-Lamkins, South Bay Labor Council; Dave Roberson, Housing Advisory Commission; Karl Hoffower, Citizens Commission on Human Rights.

Absent: Bobbie Fischler, President League of Women Voters, Edward Davis, Attorney, Orrick Law Firm; Former Councilmember (seat currently vacant); Sheila Tucker, City Manager's Office.

Staff: Lee Price, City Clerk; Sandy Lee, Deputy City Attorney; Tom Manheim, Public Outreach Manager; Eva Terrazas, City Manager's Office/Redevelopment Agency; Dan McFadden, Interim Deputy City Manager; Nadine C. Van Crayelynghe, City Manager's Office.

Meeting Agenda

I. Approval of 7/20/06 Meeting Minutes

Virginia Holtz requested correction of her name from "Holt" to Holtz.

Upon the motion of Task Force member Judy Nadler, seconded by Ken Podgorsek the minutes of the last meeting were approved as corrected.

II. Comments from the Chair, Ed Rast

Chair Rast mentioned that all hand-out materials were available on the side table, including the following:

- Letter from Special Council Ed Davis to Chair Rast regarding potential conflict of interest of media representatives on the Task Force.
- Letter from Deputy City Attorney Sandra Lee to Susan Goldberg of the Mercury News and Dan Pulcrano of Boulevards regarding the Task Force July 6th conflict of interest inquiry.
- Letter of Resignation from Blanca Alvarado

- Informational Memo regarding the selection of Margie Matthews
- Absentee Policy
- Code of Ethics
- Email communications Patricia Gardner, Silicon Valley Council of Nonprofits and Tessa Woodmansee
- City News Release announcing that the Task Force is inviting proposals

Chair Rast asked that all Task Force members, because the meeting is televised, assist CivicCenter TV technicians by selecting a permanent seat and announcing their names prior to speaking. He mentioned that Former Councilmember/Task Force Member Blanca Alvarado had resigned and advised that the Clerk had drawn the name of Margie Matthews to fill the seat. He added the Ms. Matthews would not be in attendance this evening due to scheduling conflict but would be present at the next meeting.

The Task Force agreed that emails to the Sunshine Reform Task Force will be handled/distributed at the discretion of staff.

Ed Rast asked Task Force members if they wanted to discuss the letter from Rick Doyle regarding the potential conflict of interest of media representatives on the Task Force. It was pointed out that this matter was not on the agenda and could not, therefore, be discussed.

Upon the motion of Ken Podgorsek, seconded by Phaedra Ellis-Lamkins, the Task Force agreed to reconsider its action on July 20th to refer to the FPPC the issue of conflict of interest and asked that the matter be agendaized for the next meeting.

Public Comment: None

III. Update on Proposals Referred to Staff for Implementation

Eva Terrazas provided an overview of proposals and responded to questions from the Task Force members. Ed Rast suggested that the Task Force members distribute the news release to their individual organizations and requested that staff suggest to Council Offices that they distribute the news release to their own, individual district E-mail distribution lists.

Vice Chair Pulcrano suggested that the Task Force considering discussing the proposal relating to the Mayor/Council calendars (PIR #10). Deputy City Manager McFadden explained that staff has been working on this reform and offered to bring back a demonstration of the process/protocols for posting Mayor/Councilmember calendars on-line at the next meeting.

Member Ellis-Lamkins commented she would like to see the Task Force discuss the reform relating to contracts over one million dollars (PIR#11). Deputy City Manager McFadden pointed out that staff has launched a 6-month pilot implementation program for this reform and added that the staff will be taking to the Council a status report later in the month.

Action Item: The Task Force agreed to place on the next agenda a discussion of the reforms relating to contracts over one million dollars (PIR#11) and the Mayor/Council calendars (PIR #10). Staff agreed to provide a demonstration of the technology solution for posting the calendars on the website. (*See page 5 for further action relating to PIR #11*).

IV. Clarification from Legal Counsel on Community Events Calendar and the City's E-Government Policy.

Tom Manheim presented an overview of Master Online Calendar proposal implementation. Sandy Lee provided a summary of the E-Gov policy as it relates to the use of the City's website. Questions to staff from the Task Force followed. Brief discussion ensued.

Vice Chair Pulcrano suggested that the Task Force consider forming a subcommittee of Task Force members to look at technology issues associated with the Master Calendar on-line before staff implementation. He also asked if software being considered for the Master Calendar will be easily attained/exportable through popular standard Internet Protocols (support RSS feed).

Public Comment: Aurelia Sanchez, resident, raised concern about technology and software costs and asked: who will pay for it? She asked that Task Force members consider the people they are representing and suggested staff in the City Council offices updates their own calendars. She objected to the hire of additional people to maintain the calendar.

Upon a motion of Task Force member Ken Podgorsek, seconded by Joan Rivas-Cosby the Task force accepted the staff's recommendation that the Master Calendar be limited to City Business, as defined by staff.

Action Item: Staff to return with a response to the question put forward by Vice Chair Pulcrano regarding standard internet protocol capability.

V. Continuation of Work Plan Development

Vice Chair Pulcrano suggested two phases for developing the seven groupings for ordinance development. Discussion and debate ensued. The Task Force decided to discuss one category (grouping) at a time.

Action Item: Staff to distribute research information from a Task Force member to other Task Force members. At the next meeting the Task Force members will begin to look at the category of “Public Meetings” using the San Francisco Ordinance structural headings as a framework.

Public Comment: None

VI. Next Agenda

The agenda for the next meeting will include the following:

- Reconsideration of the Task Force referral to the FPPC the potential conflict of interest by media representatives on the Task Force.
- A decision about whether or not to keep the facilitator on.
- A demonstration and discussion of implementation of PIR #10 (Elected Officials Calendars)
- Discussion of the “Public Meetings” category for a draft ordinance.

Action Item: Task Force members agreed to defer \$1 Million contract item to September 7, 2006 meeting.

Public Comment: None

VII. Public Comment

Public Comment: Bob Brownstein, resident, reminded the Task Force that it was the Task Force that decided to draft and adopt a code of ethics and asserted that the Task Force has an obligation to seriously implement a high standard. He questioned the objectivity of Ed Davis on the question.

Meeting Adjourned at 8:07 p.m. by Ed Rast, Chair of Sunshine Reform Task Force.